

## **Leesburg Standing Residential Traffic Committee Minutes of Monday, January 6, 2003**

The Leesburg Standing Residential Traffic Committee met on Monday, January 6, 2003, in the Lower Level Conference Room of the Municipal Government Center, 25 West Market Street, Leesburg, Virginia. The meeting was called to order at 7:00 p.m.

### Members Present

Elizabeth Whiting, Chair

Vice Mayor Mervin Jackson

Planning Commissioner Lyle Werner

Andrew McClellan

Ric Knight, Vice Chair

Peggy Coleman

Gabe Kelemen

### Town Staff Present

Mike Bomgardner

Calvin Grow

Sgt. Mark McCartney

### Citizens/Visitors Present

Craig Lane

1. On motion by Lyle Werner, seconded by Calvin Grow, the minutes of the December 2, 2002, meeting were unanimously approved as presented. Lyle Werner asked about the availability of minutes from prior meetings on the Town's website. Liz Whiting indicated that there were minutes from a couple of meetings, nothing recent. The Committee backed the concept of regularly and timely posting committee minutes and having available on the website minutes for the greatest period of time consistent with Town server limitations and adopted policies.
2. The Committee welcomed Gabe Kelemen as the newly-appointed Northeast quadrant representative.
3. Peg Coleman reviewed the draft proposals for which her working group will be seeking endorsement from the HOAs for Woodlea Manor and Greenway Farms, as well as publicizing for support to homeowners in those developments and in Country Club Estates, which has no HOA. In response to questioning by Lyle Werner, Peggy Coleman confirmed that her group had decided on alternatives to the original all-way stop sign requests that first were presented and were looking for alternative measures that would both slow traffic and discourage traffic headed to Route 15 from cutting through the neighborhoods on residential streets instead of taking the nearest entry onto Route 15.
4. The Committee moved to consideration of recommendations for the FY '04 budget request that has been submitted for \$55,000.00. Although they tentatively agreed at December's meeting to leave the matter open until public recommendations (and, with regard to Southeast quadrant projects, Kincaid Forest and Tavistock Farms HOAs, in particular) could be solicited, the Committee concluded after recommendations from Vice Mayor Jackson and

Calvin Grow that it was appropriate to forward immediately a list of distinct projects that it recommended for funding from next year's budget.

Following extensive discussion, the Committee voted unanimously, on motion by Ric Knight, seconded by Lyle Werner and Andrew McClellan, to recommend the following projects for funding from the FY '04 budget.

a. North King Street at the Toll House (south of Oak Crest Manor Drive, N.E.) landscaped entry improvements:	\$ 15,000.00
b. Southwest quadrant: Three (3) textured pavement intersection improvements:	15,000.00
c. Southeast quadrant: Crosswalk refuge improvements in Tavistock Farms at present school crosswalk or in the vicinity of MacAllister Drive, S.E. and in Kincaid Forest in the vicinity of Kincaid Boulevard, S.E.	16,500.00
d. Edwards Ferry Road, N.E./Plaza Street, N.E. "Road Diet" design:	<u>8,500.00</u>
<i>Total:</i>	\$55,000.00

The Committee thanked Craig Lane for his suggestions regarding where in Kincaid Forest the recommended pedestrian crossing would be appropriate.

5. Ric Knight reported that the Town Council had approved trail improvements from the south side of West Market Street at Catoctin Circle S.W. that would tie into the recent improvements along Fairview Street N.W. with a crossing at West Market Street. He also commended the Town for removing the "35 mph" sign that formerly stood just west of the Fairview Street, N.W./West Market Street intersection. Calvin Grow reported that the sign appeared to have been erected by VDOT, although it disclaimed any knowledge of it, and violated the 25 mph speed limit that prevails on this town street.
6. Calvin Grow reported that he had forwarded the Committee's recommendation via e-mail to Marantha Edwards that the cross-walk recently installed by the County at the vicinity of the intersection of Loudoun Street, S.E. and Harrison Street, S.E. be adopted as the model for crosswalks in the Downtown Historic District as part of the way-finding project. After discussion, the Committee recommended that Liz Whiting send a letter to Economic Development reiterating that recommendation with a request that it be forwarded to the Town's consultant (Frazier & Associates) that it be incorporated into their recommendations for the way finding signage program the Town should embrace. (Letter attached.)
7. Calvin Grow mentioned that the town had received one yes and 14 no's for an all-way stop at Galloway and Tavistock Drive. This item would be placed on next month's agenda for action.

8. *New Business:* (a) Vice Mayor Jackson urged the Committee to formally report back to Council member Frank Buttery regarding the traffic management measures proposed with the God's Children day care facility approved at Davis Avenue, S.W. and Valley View Avenue, S.W. (See Item No. 11 on the December 2, 2002 minutes.) Liz Whiting said she would write Council member Buttery to detail the Committee's review of the matter and support for the resolution that had been reached by the Planning Commission and staff during review of the application. If, however, the recommended measures (relocated entrance; increased onsite parking; reduced speed marking offsite) proved to be insufficient, the Committee would welcome a referral from the Council to see what measures might be appropriate to respond to the traffic pattern that develops. (Letter attached.)
- (b) Following up on draft documents circulated by Liz Whiting in advance of the meeting, Liz Whiting suggested that she edit the suggested materials for updating the Committee's web pages on the Town's web site to address the projects that had been recommended and accomplished thus far and to generally solicit suggestions for possible projects.
- (c) Liz Whiting noted receipt of memos from Council member Robert Zoldos regarding his UGA Workgroup proposal and said that Peggy Coleman had volunteered to serve as liaison for the Committee if the proposal was endorsed by the Council. Vice Mayor Jackson indicated that he expected the Council to act on the proposal at their next meeting (January 13, 2003) and urged the Committee to await that determination.
- (d) The Committee decided that each agenda should include an item for "public comment." Andrew McClellan expressed the concern that citizens should have the opportunity to petition their quadrant representative and expect that representative to raise their quadrant's concerns. Liz Whiting said that it appeared that the committee members could be emailed separately via links established on the website and suggested Andrew McClellan try sending himself a note to see if it works. The Committee agreed that each agenda should include an item for "committee member concerns" to provide an opportunity for such matters to arise.

Meeting was adjourned at 8:50 p.m. The next meeting is Monday, February 3, 2003. Staff is to contact Liz Whiting if anything arises needing Committee consideration in the interim.